

# Spotlight




## on Student Assessment and Accountability

December 10, 2015

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**Key:**  supports and accommodations information

### M-STEP Parent Reports Are Coming Your Way!

The M-STEP reporting vendor, Measurement Incorporated (MI), will be shipping Parent Reports and Student Record Labels to schools starting Friday, December 11, 2015 using FedEx two-day delivery. Reports will be shipped to the schools where students tested last spring. Reports and labels will be packed and shipped as they are printed. It is MDE's expectation that all reports will arrive in schools by December 18, 2015.

A parent's [Guide to M-STEP: What it Is, What it Means — And What it Offers](#), will be included with each shipment. Please disseminate this guide to parents and guardians along with the Parent Reports. The guide may also be downloaded from the [M-STEP web page](#) ([www.michigan.gov/mstep](http://www.michigan.gov/mstep)). It is located under the **Parent/Student Information** section.

Individual copies of Parent Reports may be printed from the Interactive Assessment Reporting Website beginning December 18, 2015. The reporting website can be accessed by authorized users through the [Secure Site](https://baa.state.mi.us/BAASecure) (<https://baa.state.mi.us/BAASecure>). Information on accessing the Interactive Assessment Reporting Website can be found in the **How to Access and Navigate Michigan's Interactive Assessment Reporting Site** guide, which can be found under the **Reporting** section on the [M-STEP web page](#) ([www.michigan.gov/mstep](http://www.michigan.gov/mstep)).

### A Note About Claim Scores in the 2015 M-STEP Data Files and Reports

Please be aware that student claim scores are calculated differently, on a different scale, than a student's overall score for English language arts, or mathematics. **Claim score information on reports is meant to be a visual indicator of a student's progress in that particular claim.** A green checkmark indicator means the student is "Near/At" or "Above" proficiency for that

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claim. A red X indicator means that student is "Below" proficiency for that claim.

Given the fact that claims scores are calculated differently than a student's overall score, please do NOT attempt to make comparisons between claim scores and an overall score. **Example: Do not try to average, or add, claim scores to equal an overall score.** Please use claim scores as an indicator or "snapshot" of how a student is doing in each claim.

Claim score reporting is a new area of reporting for MDE and we will continue to refine it over the coming years.

## High School Assessment FAQ

Questions from the Michigan Merit Exam (MME) Briefing webcast held on November 4, 2015 have been compiled into a Frequently Asked Questions (FAQ) document and posted to the [MME web page](http://www.michigan.gov/mme) ([www.michigan.gov/mme](http://www.michigan.gov/mme)) under **What's New**. This High School Assessment FAQ includes questions related to the MME and the PSAT. The FAQ will be updated as additional questions are received. If you have additional questions about the MME or the PSAT not covered in the FAQ, please email [baa@michigan.gov](mailto:baa@michigan.gov).

## WIDA ACCESS for ELLs 2.0 Reminders and Helpful Tips

- The WIDA ACCESS for ELLs 2.0 initial material ordering window and Pre-ID window is open in the [Secure Site](https://baa.state.mi.us/BAASecure) (<https://baa.state.mi.us/BAASecure>) and will close on **December 28th, 2015**. For information related to these steps, please refer to the [November 12th, 2015 Spotlight](#) edition for detailed information (<http://www.michigan.gov/documents/mde/>

[Spotlight\\_11-12-15\\_505820\\_7.pdf](#)). Detailed instructions [WIDA Pre-Identification, Spring 2016](#) are available on the [MDE Secure Site Training web page](http://www.michigan.gov/securesitetraining) ([www.michigan.gov/securesitetraining](http://www.michigan.gov/securesitetraining)) under the **Quick Reference** section.

- Educators may find inconsistencies exist between documentation provided on [WIDA's website](http://www.wida.us) ([www.wida.us](http://www.wida.us)) or DRC's AMS site and WIDA information found in the MDE Spotlight or on [MDE's WIDA website](http://www.michigan.gov/wida) ([www.michigan.gov/wida](http://www.michigan.gov/wida)). Educators must keep in mind that MDE source information supersedes that of information created by these external agencies.
- All English Learners (ELs) testing online for the Spring 2016 WIDA ACCESS for ELLs 2.0 assessment will actually have access to the following supports and standard test administration practices for all domains (Reading, Listening, Writing, Speaking):
  - ▶ scratch/blank paper (MUST be securely disposed of)
  - ▶ clarification of test directions in student's native language
  - ▶ untimed test
- Additional test administration practices, universal tools (tools available to all ELs), and accommodations (available to students with IEPs/504s) can be found in the [WIDA's ACCESS for ELLs 2.0 Accessibility and Accommodations Descriptions](https://www.wida.us/assessment/WIDA_AccessAccDescriptions.pdf) document ([https://www.wida.us/assessment/WIDA\\_AccessAccDescriptions.pdf](https://www.wida.us/assessment/WIDA_AccessAccDescriptions.pdf)).
- For help in setting up your WIDA AMS account, please contact the MDE Call Center at 877-560-8378, Option 3 or send an e-mail to [baa@michigan.gov](mailto:baa@michigan.gov).

## MI-Access Essential Elements Documents Update

The Office of Standards and Assessment has been reviewing feedback received from the field and from the public regarding the new alternate content standards. Based on this feedback and review, the draft Essential Elements with Michigan Range of Complexity for English language arts (ELA) and mathematics are being revised. Revised draft documents for grades K–5 are now available on the [MI-Access Web page](http://www.michigan.gov/mi-access) ([www.michigan.gov/mi-access](http://www.michigan.gov/mi-access)). Under the **What's New** section, click on the **Essential Elements with Michigan Range of Complexity** link. The new draft documents are listed on the site by grade level and content area. These documents

replace the previous crosswalks found on the site. Revised documents for grades 6–12 will be provided as soon as review and revision of these grade levels are complete.

**Only the language of the Michigan Range of Complexity (High, Medium and Low) have been revised.** The target Essential Elements have not changed.

**Please note that the Spring 2016 MI-Access English Language Arts and Mathematics assessments will be based on these draft Essential Elements with Michigan Range of Complexity.** Please take steps necessary for teachers to be able to access these draft standards as soon as possible.

## SAT Corner

*Information on SAT™, PSAT 8/9™, and PSAT10™ provided by the College Board*

### Update to Administration Start Time Policy

#### SAT

The College Board has been working with MDE to reconsider our testing time requirements to help address the resource challenges that some school officials have raised. For SAT with Essay, testing is scheduled to begin at 8:30 AM ET. Schools may alter the start time by 30 minutes and therefore start any time between 8:00 AM and 9:00 AM ET. Schools must contact the SAT School Day Customer Support for consideration and approval to start earlier than 8:00 AM or later than 9:00 AM ET. The start time applies to standard test takers as well as accommodated test takers in both the primary and makeup administrations.

#### PSAT 8/9 and PSAT 10

For PSAT 8/9 and PSAT 10, the standard policy is for testing to begin early enough to complete testing before noon ET. Both assessments last approximately three hours not including pre-administration activities. **Schools cannot break for lunch and then resume testing. The College Board recommends that testing be completed in the morning; however, we will support afternoon testing for the statewide Michigan administration only.** Please note, all standard College Board policies will apply to any testing outside of the state-sponsored administration. Afternoon testing is NOT allowed for SAT with Essay.

For PSAT 8/9 and PSAT 10, schools may test on either April 12 or April 13, 2016 in either the morning or afternoon without pre-approval

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from College Board. **Schools must test all students in the same grade at the same time.** The tests must be administered in one sitting and be completed before the end of the school day. The start time applies to students testing with accommodations as well—though **accommodated test takers may test anytime during the April 12 – April 27, 2016 test window.**

## Off-site Testing Requests – Please Submit by January 15, 2016

Most schools participating in the April 2016 Michigan-sponsored test administrations will use their schools as the test location. However, if you need more space—for example, if your school is a virtual school, or if you want to administer the PSAT 8/9, PSAT 10, and SAT with Essay

on the same day and don't have enough room in your school—you can request an off-site testing location.

Once you have identified a potential facility, the first step is to complete the Testing Plan template. A separate plan is required for each off-site location. **To request an off-site testing location, go to the “K-12 Educators” section of our [Michigan website](http://www.collegeboard.org/michigan) (www.collegeboard.org/michigan).** Look for the **Requesting an Off-Site Testing Location** section for instructions and to download the Testing Plan template. All off-site testing location requests must be received **no later than January 15, 2016**, in order to allow sufficient time for processing prior to test administration day.

Along with news in the Spotlight, the College Board will continue to update information about the spring implementation on our [Michigan website](http://www.collegeboard.org/michigan) (www.collegeboard.org/michigan).


## Important Dates

### Approaching Deadlines!

#### WIDA

- **December 18, 2015:** Deadline to enter all scores of students who were administered the W-APT during Cycle I (August 15 – December 4) into the Secure Site.

#### Supports and Accommodations

-  **December 11, 2015 – 9:00–10:00 AM:** Webinar on universal tools, designated supports, and accommodations for the 2016 M-STEP, MI-Access, SAT, ACT WorkKeys, and WIDA assessments.

See the [November 19 Spotlight](http://www.michigan.gov/documents/mde/Spotlight_11-19-15_506384_7.pdf) ([http://www.michigan.gov/documents/mde/Spotlight\\_11-19-15\\_506384\\_7.pdf](http://www.michigan.gov/documents/mde/Spotlight_11-19-15_506384_7.pdf)) – page 2 for information on how to access the webinar.

### December

#### M-STEP

- **Now – January, 15, 2016:** Window to request an off-site administration of the M-STEP. To request access, go to the [Spring 2016 M-STEP Off-Site Authorization Request](https://baameap.wufoo.com/forms/spring-2016-offsite-test-administration-request/) (<https://baameap.wufoo.com/forms/spring-2016-offsite-test-administration-request/>).

#### SAT, PSAT10, PSAT 8/9

- **Now – January, 15, 2016:** Window to request an off-site administration of the SAT, PSAT 10, and PSAT 8/9. (See article on page 4.)

#### WIDA


- **Now – December 28, 2015:** The **Initial Material Order** screen to order WIDA Braille and enlarged print is available.


- **Now – January 8, 2016:**

- **WIDA Test Exceptions Window** – educators may request a waiver from the Spring 2016 WIDA ACCESS for ELLs 2.0 or the Alternate ACCESS for ELLs for some students with specific disabilities
- **WIDA 'False LEP' appeals Window** – Schools and districts will have the opportunity to submit appeals in the [Secure Site](http://www.mi.gov/baa-secure) ([www.mi.gov/baa-secure](http://www.mi.gov/baa-secure)) requesting review of 'False LEP' cases for possible correction within the MSDS.

### January 2016

#### Supports and Accommodations

-  **January 6, 2015 – 3:00–4:00 PM:** Webinar on universal tools, designated supports, and accommodations for the 2016 M-STEP, MI-Access, SAT, ACT WorkKeys, and WIDA assessments.

-  **January 25, 2015 – 9:00–10:00 AM:** Webinar on universal tools, designated supports, and accommodations for the 2016 M-STEP, MI-Access, SAT, ACT WorkKeys, and WIDA assessments.

#### SAT/PSAT/WorkKeys/M-STEP

- **January 7, 2016:** Last date to submit Student Record Maintenance (SRM) for DAS to Pre-ID students for SAT, PSAT, WorkKeys, and/or M-STEP.
- **Week of January 11, 2016:** The **Pre-ID Student Report** will be available to schools for students taking the SAT, PSAT, WorkKeys, and/or M-STEP on the [Secure Site](http://www.michigan.gov/baa-secure) ([www.michigan.gov/baa-secure](http://www.michigan.gov/baa-secure)).


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## Important Dates

### M-STEP/MI-Access

- **Week of January 11, 2016:** The **Online Sessions** function for putting students into online sessions for M-STEP and MI-Access FI is available.

### SAT, PSAT10, PSAT 8/9

-  **January 13, 2016, 3:30 PM:** "Understanding College Board Accommodations for Michigan" webinar.

-  **February 16, 2016:** Deadline to submit State-Allowed Accommodations (SAA) requests to ensure that the appropriate materials will be provided on test day.

- ▶ Access previous [Spotlight editions](http://www.michigan.gov/mde/0,4615,7-140-22709_31168-280911--,00.html) ([http://www.michigan.gov/mde/0,4615,7-140-22709\\_31168-280911--,00.html](http://www.michigan.gov/mde/0,4615,7-140-22709_31168-280911--,00.html))

## February 2016

### SAT, PSAT10, PSAT 8/9

### Have Other Questions?

For assessment questions, please email [BAA@michigan.gov](mailto:BAA@michigan.gov).

For accountability questions, please email [MDE-Accountability@michigan.gov](mailto:MDE-Accountability@michigan.gov).

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.